



# ANNUAL CONFERENCE 2025 PER DIEM VOUCHER

Office of the Conference Secretary | South Carolina Conference | The United Methodist Church

A per diem allowance for attending the Session of the Annual Conference is provided for retired Conference Members, Recognized Retired Local Pastors, and Ministerial Students who are required by the Board of Ordained Ministry to attend Annual Conference **excluding** Ministers who are retiring at the current Session of the Annual Conference.

**NOTE: You will not receive a Per Diem if you serve a charge that is paying your way OR live within 10 miles of Greenville.**

To apply for the per diem allowance, provide all of the information requested below and return this form to:

1. the Conference Information Table in the Greenville Civic Center or
2. mail the completed form immediately after conference to: The Secretary of the Annual Conference, 4908 Colonial Drive, Suite 104, Columbia, South Carolina 29203 or
3. email the completed form immediately after conference to: [conferencesecretary@umcsc.org](mailto:conferencesecretary@umcsc.org).

Please write legibly. **No forms will be accepted after June 27, 2025.**

Your Name \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**Check the Appropriate Category:**

- Retired Conference Member  
 Recognized Retired Local Pastor  
 Ministerial Student  
 Other (If Other, please explain) \_\_\_\_\_

**Check ALL Days Attended - even if only for part of the day:**

Sunday  Monday  Tuesday  Wednesday

Date: \_\_\_\_\_ Signed: \_\_\_\_\_

For Office Use Only  
Secretary of the Annual Conference

Amount Approved: \$ \_\_\_\_\_ Approved By: \_\_\_\_\_

Date: \_\_\_\_\_